



Michigan Department of Natural Resources - Forest, Mineral and Fire Management

## **2005-2006 FOREST STEWARDSHIP GRANT PROGRAM OUTREACH & EDUCATION PROJECTS**

### **APPLICATION INFORMATION JULY 2005**

*This information is provided by authority of Part 501 of 451, PA 1994, as amended.*

*Co-sponsored by:*

USDA Forest Service, State and Private Forestry Program  
Michigan Department of Natural Resources, Forest, Mineral and Fire Management

### **DUE SEPTEMBER 15, 2005**

*This information is available on our website at [www.michigan.gov/dnr](http://www.michigan.gov/dnr).*

#### **GENERAL INFORMATION:**

Michigan Department of Natural Resources (MDNR) - Forest, Mineral and Fire Management (FMFM), in cooperation with the USDA Forest Service, has established a Forest Stewardship Grants Program for special forestry projects. Funding is federal money from the USDA Forest Service, State and Private Forestry Program, Forest Stewardship Program (CFDA 1066.4).

Funds will be available to individuals and organizations on a competitive basis for forestry projects that provide education and outreach to Non-Industrial Private Forest (NIPF) landowners. A total of up to **\$35,000** is dedicated to this grant program. Maximum individual grant amount is between \$2,000 and \$15,000, depending on the type of proposal. This is a 50-50 cost share match program. The applicant's matching funds cannot come from other Federal funds. Project must be completed by **September 1, 2006**.

Forest Stewardship, as it relates to this program, is the application of proper economic and ecological principles to the management of NIPF lands. The program's purpose is to enable individual landowners to achieve personal land ownership goals and objectives while maintaining forest ecosystems, biological resources and a sustainable supply of forest products for future owners and society as a whole.

The purposes of this grant program include: an increased understanding of the benefits of actively managing forest ecosystems, developing long-term management plans that will achieve forest stewardship while at the same time providing outreach and education to NIPF landowners about forest stewardship, and providing outreach and education to all citizens about stewardship of our natural resources.

**This is a reimbursement grant program: Federal grant monies awarded under this program will be paid only upon evidence of completion of granted projects.**

For additional information, visit the DNR website at [www.michigan.gov/dnr](http://www.michigan.gov/dnr), or contact:

**FOREST STEWARDSHIP GRANT PROGRAM  
FOREST, MINERAL & FIRE MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30452  
LANSING MI 48909-7952**

Telephone: 517-335-3355  
TTY/TDD 711 (Michigan Relay Center)

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**HOW TO APPLY:**

**Submit the original application and two copies.** Applications will be accepted from local units of government (municipality, township, county, school district, public university and other legal entities of local government), individuals, and non-profit organizations ((501(c)(3)) or other granted legal status). Please do not enclose materials in folders or binders.

**The grant application must demonstrate that grant funds are not substitutions for existing program expenditures.** Applications must include a Project Narrative including technical information, and a Budget.

**Narrative Information:** The narrative should include short and long-term project performance, results and evaluation, organizations involved and people responsible for project implementation and follow-up, impact on non-industrial private landowners (NIPF) and how the project will be continued beyond grant funds (if applicable). Applications should include detailed information for the evaluation committee to review when rating your proposal.

**Budget Information:** Applications must include the total project cost, grant amount request (no more than 50% of the total project costs), and the amount and type of matching funds (cash, in-kind contributions, etc.). Federal monies from other sources may NOT be used as matching funds. In-kind contributions such as in-house or volunteer labor costs, goods, services, etc. should be identified. Volunteer labor/services should be valued as: Adults - \$10/hour, Youths (up to age 16) - \$5/hour. Professional or technical services contributed by businesses or companies may be estimated at commercial/ professional rates that are reasonable and customary.

Applicants that have an approved overhead/indirect rate from a Cognizant Federal Agency may include indirect costs as part of their match portion. Proof of certification will be required. This amount will be limited to 20% of the grant funds requested, based on MDNR directives. All matching funds must be directly related to the project applied for.

**Example Budgets:**

Project: Landowner Workshop; Total Project Cost: \$10,000		
	<u>Federal</u>	<u>Non-Federal Match</u>
Materials		\$3,000
Contract-Presenters	\$5,000	\$2,000

Project: FSP Management Plan, Total Project Cost: \$1,000		
	<u>Federal</u>	<u>Non-Federal Match</u>
300 Acres Consultant	\$500	\$500

Applicants must provide (when requested) quarterly, semi-annual and/or annual project reports. Project records must be available for audits for up to 3 years, and site reviews for up to 5 years. Applicants must comply with all applicable state and federal requirements and regulations.

**Non-Profit Information:** If the project is being performed by a non-profit organization on public land, permission by the landowning authority must be documented (i.e. school district, township supervisor). Lands owned by non-profit organizations and Tribal lands are eligible for use, but applicants must submit a letter from the organization or Tribe insuring that the lands are open to the public for educational purposes.

**ELIGIBLE PROJECTS:**

Several types of projects will be eligible for funding under the program: FSP management plan preparation (for school or municipal forests), outreach and education projects, demonstration areas and ecosystem planning projects.

**Management Plan Preparation:** (For school or municipal forests only--state or federal land is ineligible.) FSP management plan must be prepared by a FSP Certified Plan Writer and follow requirements of the Forest Stewardship Program. FSP management plan must be approved by the MDNR prior to reimbursement. FSP management plan must include projects that will provide outreach and education to NIPF landowners. Reimbursement is based on a per acre payment formula as follows:

<b>Acres</b>	<b>Grant Reimbursement Rate</b>
12 - 75 acres	\$200 flat rate
76+ acres	\$125 + \$1.25/acre

(Maximum grant request: \$2,000)

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Outreach and Education Projects such as workshops, training sessions, youth programs, public service materials, brochures, exhibits, computer programs, and video production and distribution. Grant money cannot pay for equipment purchases such as video camera, computer, etc. Projects must target NIPF landowners, and can also include other citizens.

(Maximum grant request: \$5,000)

Demonstration Areas such as planting, signing, materials, technology transfer, trails, non-commercial natural resource improvement, enhancement and protection for demonstration, education and information purposes. Project must be performed on non-federal public lands or lands open to the public, and must target NIPF landowners. (Maximum grant request: \$5,000)

Ecosystem Projects: Local, watershed or regional projects that target NIPF landowners to actively manage their forest ecosystem for sustainability and forest health. (Maximum grant request: \$15,000)

**RATING CRITERIA:**

**Submit the original application and two copies.** Applications will be rated based on two criteria: project/program goals and project quality. Project/program goals include responsiveness to Forest Stewardship Program objectives of encouraging NIPF landowners to actively manage their forest land for sustainability and forest health. Project quality includes project effectiveness, project outcomes, short and long-term impacts, cost effectiveness, and evaluation methods.

In addition, several items will be evaluated in the grant awards. These are evaluations for program administration on a statewide basis. They will be reviewed after proposal review when determining final awards. They include geographic location, project variety, and project relevance. MDNR reserves the right to refine or alter the criteria at any time.

**GRANT AWARD AND EXECUTION OF CONTRACT:**

Grants will be awarded to the highest-rated proposals, as determined by the MDNR, based on application comparisons and other considerations. Following the rating, each applicant will be notified of their status (award and allocation, or no award).

Projects meriting funding consideration, but not at the requested amounts, may be offered reduced awards. Grant recipients will receive grant documents for processing following the initial notification. In addition, grant recipients may be required to meet with Forest Stewardship Program staff prior to starting the grant to review project plans and activities.

Grant monies will be paid ONLY upon evidence of completion of project. Project must be completed by September 1, 2006.

Recipients must comply with all applicable state and federal regulations and requirements.

Projects receiving funds must acknowledge the support of the Michigan Department of Natural Resources, Forest Stewardship Program, and the USDA Forest Service, State and Private Forestry Program.

Michigan Department of Natural resources, FMFM reserves the right to withhold award of available grant monies.

**Applications for the 2005-2006 Grant must be postmarked by September 15, 2005. No facsimiles will be accepted.**

**MDNR NONDISCRIMINATION STATEMENT**

**Equal Rights for Natural Resource Users**

The Michigan Department of Natural Resources (MDNR) provides equal opportunities for employment and access to Michigan's natural resources. Both State and Federal laws prohibit discrimination on the basis of race, color, national origin, religion, disability, age, sex, height, weight or marital status under the Civil Rights Acts of 1964 as amended (MI PA 453 and MI PA 220, Title V of the Rehabilitation Act of 1973 as amended, and the Americans with Disabilities Act). If you believe that you have been discriminated against in any program, activity, or facility, or if you desire additional information, please write:

HUMAN RESOURCES  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30028  
LANSING MI 48909-7528

**Or →** MICHIGAN DEPARTMENT OF CIVIL RIGHTS  
CADILLAC PLACE  
3054 W GRAND RIVER BLVD SUITE 3-600  
DETROIT MI 48202

**Or →** OFFICE FOR DIVERSITY AND CIVIL RIGHTS  
US FISH AND WILDLIFE SERVICE  
4040 NORTH FAIRFAX DRIVE  
ARLINGTON VA 22203

For information or assistance on this publication, contact the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, FOREST, MINERAL & FIRE MANAGEMENT, PO BOX 30452, LANSING, MI 48909-7952, (517) 373-1275.

TTY/TTD: 711 (Michigan Relay Center)

This publication is available in alternative formats upon request.